

Library Director
Elisha D. Smith Public Library
Menasha, Wisconsin

Dynamic, award winning library in northeastern Wisconsin is seeking a Library Director to enhance our successful tradition of high level services and take our library to new heights.

If you are an energetic and motivational leader with a strong commitment to public service and excellent verbal and written communications skills, this might be the opportunity for you.

Reporting to the Board of Trustees, the Library Director is responsible for the overall management of library operations and functions, including planning, finance, personnel, public relations, collections, and physical facilities. Named the Wisconsin State Library of the Year in 1988 and 2008, the library has a collection of 160,000 items and an annual circulation of over 557,000 items. There are 19.8 full-time equivalent employees and a budget of \$1,466,940.

The public library, a department within the City of Menasha government, serves the city of Menasha (population 17, 437) and surrounding areas and is part of the Winnefox Library System. Menasha's riverfront downtown, where the library is located, is seeing a revival filled with art, restaurants, and history.

Our ideal candidate will have a Master's Degree in Library Science from a library school accredited by the American Library Association, appropriate state certification as provided under the Wisconsin Administrative Code, Sec PL 6.03, with a minimum of five years of increasingly responsible professional library experience including significant administrative and supervisory responsibility. Additional qualifications include the ability to leverage cutting edge technology and experience with foundations and endowment growth.

This position offers a competitive salary and benefits.

To apply for this position, please email resume, cover letter and completed application by April 8, 2011 to:

seefeldt@menashalibrary.org

Or submit a resume, cover letter and completed application postmarked by April 8, 2011 to:

Executive Director Search Committee

Elisha D. Smith Public Library

440 First Street

Menasha, WI 54952